



County of San Diego

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DIRECTOR

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KELLY DUFFEK
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INSPECTION CHECKLIST

It is necessary for the unit where you plan to receive rental assistance to pass a Housing Quality Standards (HQS) inspection before payments will be made. The unit will also need to pass inspection each year for rental assistance payments to continue. A failed inspection will delay the start of payments or endanger the continuation of payments.

The Housing Authority **will inspect** the following ten (10) areas for housing Quality Standards' (HQS) compliance:

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| <input type="checkbox"/> Living Room | <input type="checkbox"/> Building Exterior |
| <input type="checkbox"/> Kitchen | <input type="checkbox"/> Heating and Plumbing |
| <input type="checkbox"/> Bathroom(s) | <input type="checkbox"/> General Health and Safety |
| <input type="checkbox"/> Other Rooms Used for Living | <input type="checkbox"/> Garage |
| <input type="checkbox"/> Secondary Rooms | <input type="checkbox"/> Outbuildings |

CHECK THESE CONDITIONS TO MAKE SURE YOUR UNIT WILL BE READY TO PASS INSPECTION

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| <input type="checkbox"/> All major utilities (electricity, gas, or water) must be turned on. | <input type="checkbox"/> All electrical outlets must have cover plates that are not cracked or broken. All three-prong outlets must be grounded or GFCI protected. No exposed light sockets missing bulbs. |
| <input type="checkbox"/> The cooking stove and oven must be clean and in working condition. All burner control knobs must be present.* | <input type="checkbox"/> There must be no missing, broken or badly cracked windows/window panes. |
| <input type="checkbox"/> The refrigerator must be clean and in working condition. Good door seals. | <input type="checkbox"/> The roof must not leak. |
| <input type="checkbox"/> The heating unit must be properly installed and vented and otherwise in good working order. Check with SDG&E to ensure the safety of the heating system. The heater must be operational at the time of inspection. | <input type="checkbox"/> The hot water tank for your unit must have a pressure relief valve and downward discharge pipe. To be inspected annually. Please make sure to arrange access. PVC pipe is not approved. |
| <input type="checkbox"/> You must have hot and cold running water in the kitchen and bathroom(s). | <input type="checkbox"/> The carpet or linoleum must not have holes, tears, or loose seams. |
| <input type="checkbox"/> There must be a shower or bathtub that is in good working condition. | <input type="checkbox"/> Stairs and railings, inside and out, must be secure. A stairway of four or more stairs requires a railing. |
| <input type="checkbox"/> There must be a flush toilet that works and does not leak. | <input type="checkbox"/> There can be no mice, rats, or insect infestation. |
| <input type="checkbox"/> The bathroom must have a window or working ventilation fan. | <input type="checkbox"/> There MUST be a properly operating smoke detector on every level of the unit. |
| <input type="checkbox"/> There must be no plumbing leaks or plugged drains.* | <input type="checkbox"/> There must be no cracking, chipping, scaling, or loose paint anywhere inside or outside of the unit, especially if a child under the age of six resides or is expected to reside in the unit. |
| <input type="checkbox"/> All accessible outside doors and windows must have working locks. | <input type="checkbox"/> There must be no excessive debris in or around the unit, such as an accumulation of boxes, paper, trash, wood, tires, machine or auto parts, batteries, paint cans, or old appliances. Derelict vehicles must be removed from the premises. |
| <input type="checkbox"/> Unit must have at least one exit door without a double-keyed deadbolt lock. | <input type="checkbox"/> Security bars in ALL bedrooms must have a quick release device. |

***ALL ITEMS MUST BE REMOVED FROM THE OVEN AND UNDER KITCHEN AND BATHROOM SINKS
SO PIPES CAN BE THOROUGHLY INSPECTED!**

IMPORTANT SAFETY ISSUE: PLEASE SECURE ALL PETS DURING THE INSPECTION.